

Persons with Disabilities Subcommittee:

Members:

Steve Wooderson, Nancy Berggren, Preston Daniels, Miguel Moreno, Barb McClannahan (sme)

Consensus of the subcommittee's charge as it relates to Executive Order #4 was obtained: *Each agency will work with IVRS and Iowa Department for the Blind to increase the number of persons with disabilities employed in the state workforce.*

Reviewed *current activities and efforts* addressing this issue:

- 2007 Affirmative Action Report (number of persons with disabilities may be under-reported due to fear and/or unwillingness to self-disclose). There are also individuals in the workforce who may have acquired a new disability --- does the state have a way to capture that new information for the AA report? This is important because we need to be concerned about *retaining* qualified state employees with disabilities within the workforce.
- DAS-HRE and IVRS certification process of qualified applicants with disabilities has generated data from 2006 to present that shows an increase in the number of interviews from IVRS referrals, but no increase in hires.
- Resources and expertise available within state government to support recruitment and retention efforts, however not all hiring authorities are aware of these resources.
- Internships and customized training.
- Some on-line resources are available on the DAS-HRE website to supervisors and hiring teams (these resources may need to be reviewed and updated).
- Trainings on the ADA and EEO/AA for Supervisors and Managers through Performance and Development Solutions (PDS) are available.

Discussion of the underutilization of the resources and job applicants within this targeted group may be due to a lack of awareness by directors, supervisors and hiring teams. *Is there a need for a marketing campaign?*

Activities that could drive development of a marketing campaign:

- 1) Get accurate baseline data with a new survey. What information would be important to gather?
 - a. How many current state employees self-disclose a disability?
 - b. Is it important to identify severity of disability as it relates to need for accommodation?
- 2) Develop a matrix of state resources to identify what already exist to support the executive order and to identify gaps in the system -- this could involve focus groups with hiring authorities and/or a self-assessment of a disability-friendly work environment.

Next Steps:

- Nancy will check on the state capacity to disseminate an on-line survey to gather baseline data.
- Steve will draft survey questions for review by the committee.
- Steve and Nancy will draft a matrix that will identify a process to help identify state resources and gaps.
- Barb will share a copy of the "Disability Friendly Self-Assessment" that is being developed by EDRN.

Disability Committee Workplan

August 7, 2008

Activity	Responsibility	Milestones	Timetable	Comments
1. Survey state employees as to their disability status.	Committee and DAS	1. Determine definitions 2. Determine survey methodology 3. Conduct survey	Fall 2008	
2. Survey or hold focus groups with managers to determine reasons PWD are not hired.	Committee, DVR, DAS	1. Determine survey methodology 2. Conduct Survey 3. Analyze Results 4. Market use of employer-friendly survey	Winter 2009	
3. Review state's on-line resources regarding disabilities.	Committee, DVR, DAS	1. Review existing on-line resources 2. Determine changes necessary to state's on-line resources 3. Implement changes	Spring 2009	
4. Review state's existing training regarding disabilities.	Committee, DAS Training, DVR	1. Review existing educational offerings 2. Determine what changes need to be made	Fall 2008	
5. Develop plan to market hiring PWD.	Committee, DAS, DVR	1. Review data gathered from surveys 2. Review other resources 3. Develop marketing plan	Spring 2009	